



## MINUTES

### BOARD OF TRUSTEES MEETING

August 17, 2023

#### **1. Call to order:**

- The virtual meeting was called to order at 6:30 p.m. via Microsoft Teams.

#### **2. Roll Call:**

- The following Trustees were present via Microsoft Teams: Trustee Farreau, Trustee Herold\*, Trustee Schultz\* and Mayor Jones.
- The following Trustees were present in person: Trustee Thompson, and Trustee Cockrell.
- Trustee Goddard was not present.
- \*Remote attendance to start the meeting, with in person attendance after roll call.
- A quorum was present.

#### **3. Audience Participation**

- None

#### **4. Consent Agenda**

- a. Meeting Minutes – July 20, 2023
- b. Financial Reports July 2023

*Mayor Jones moved to approve the Consent Agenda, with a second from Trustee Schultz. The motion passed by unanimous roll call vote.*

#### **5. For Possible Action**

None

#### **6. For Discussion**

- a. Accessory Structure Policy Discussion

*Mr. Corey Hoffman of Hoffmann, Parker, Wilson & Carberry, P.C. and Mr. Travis Reynolds of SAFEbuilt, introduced a policy discussion around the intent and interpretation of accessory structure size guidelines. After discussion, the Board provided interpretive guidance, which clarified that the intent of accessory structure size guidelines was to limit the visual impact of the structure, by limiting the overall footprint (perimeter). As long as height, setback and other building requirements are met, accessory structures may include below grade space and/or second stories assuming the overall footprint remains the same.*

**b. Culvert Inspection Estimate**

*Town Clerk Schmitz introduced the engineering quote for a Town wide culvert inspection. The Board directed staff to send out a notification to residents prior to the work. Additionally, they asked for clarification as to whether the drainage swales and culverts were included in the bid.*

**Reports**

**a. Mayor's Report**

- *Mayor Jones reported that comments were provided on the recent draft of the Land Use Code updates, and that a future meeting is likely needed to ensure goals are aligned.*

**b. Members of the Town Board**

- *Trustee Cockrell reported that Fremont turnaround people are now parking in the road because the turnarounds are not useable. She also reported that the Transportation Improvement Project was formally approved by DRCOG.*
- *Trustee Herold reported that the barrels were moved. After discussion, it was decided to move them to the alternative traffic calming recommended location. He wanted to verify whether a permanent solution would require the same placement restrictions. Additionally, it was asked that staff get information on speed control dips.*
- *Trustee Thompson suggested earmarking plastic bag fees for cleanup days. Additionally, Trustee Thompson request a future discussion on potential incentives for the two Foxfield Village Center vacancies. Lastly, she summarized the Hinsdale traffic data, which indicates that the barrel placements have not significantly impacted speeds. As an alternative speed control dips could be installed using ARP money.*
- *Trustee Farreau reported that the gate turnaround ruts are very bad. If paving cannot be scheduled soon, then a temporary filler will be required.*
- *Trustee Schultz asked for an update on the sink hole in the Foxfield Village Center. Staff will get an update. He also noted a tree which is overhanging the road along Richfield. Staff will work with Code Enforcement to have the issue addressed.*

**c. Staff**

- *Ms. Schmitz reported on the following items:*

- *Mr. Hoffman is drafting a contract for the new gate maintenance vendor. Staff has also asked the vendor to provide the cost for preventive maintenance and the initial gate assessment.*
- *Ms. Schmitz also advised that Google has marked the emails being sent to residents with gmail addresses as spam. She will review options to address the issue.*
- *Ms. Schmitz received feedback from one resident on the garage sale who noted a smaller number of participants, the lack of a map showing the participants, and the lack of a sign with dates.*
- *Lastly, Ms. Schmitz noted that the accessibility standards have been updated again. She is still working on updates but is challenged with time commitments for other duties and projects. After discussion, the Board directed staff to scope the project and put this out to bid.*

## 7. Future Agenda Items

- a. Tunnel and Sidewalk Repairs
- b. Flood Hazard Area Delineation (FHAD) recommendations
- c. Barrel data review
- d. Retail establishment tastings ordinance
- e. Foxfield Village Center update and vacancies
- f. Gate maintenance contract
- g. Paving update
- h. Culvert updates

## 8. Adjournment

Mayor Jones adjourned the meeting at 8:00 p.m.



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Kathleen Schmitz, Town Clerk



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Lisa Jones, Mayor